



### **VPK Attendance Policy 2022-2023**

The Galileo VPK class will coincide with the Seminole County Public School calendar/Galileo School for Gifted Learning calendar which runs between August 10, 2022 - May 25, 2023.

#### **Hours of Operation:**

VPK classes that occur Monday through Friday during the school year on designated school days. A student school calendar will be provided at the beginning of each school year.

Morning Class- 8:45 a.m. to 11:45 a.m.

Full day Class (VPK Wraparound): 8:45-3:15 (MTRF), 8:45-2:15 (Wednesdays)

#### **Late Pick-up Fee After Closing**

If students are not picked up at their class's corresponding ending time, a \$25 late fee will be assessed and an additional \$1 per minute for each minute thereafter.

Additional extended hours (7 a.m. to 8:30 a.m. and 3:20 to 6:00 p.m.) are available through the Galileo Dragon Watch Extended Day Program at an additional charge.

Students attending morning class only must be picked up at 11:45 a.m.

#### **Attendance**

VPK is a State-run program based on attendance. Therefore, Galileo School has a strict attendance policy. Regular attendance is mandatory (year-to-date – attendance will be checked with prior schools). Students who are absent more than the authorized hours permitted may result in termination and removal from the VPK program. The following guidelines will be followed:

- Students may not be absent more than 15 days during the school year.

Your tuition is paid for by the State of Florida during the selected VPK hours (up to 540 hours). VPK wrap-around tuition fees will apply if your child is in attendance beyond VPK hours whether it is contracted or if the parent drops off early or is late for pick-up. Please keep in mind

the full wraparound fees are due and will not be prorated for shorten weeks due to holidays (i.e. MLK day, Labor day, etc).

Some parental actions may cause a child's dismissal from the VPK program to include:

- Documented habitual disregard for drop off and pick up times
- Documented habitual disregard for sick child policies
- Documented abusive behavior toward staff or other parents;
- Documented habitual nonpayment of fees
- Failure to adhere to policies and procedures as outlined in the school handbook

Vacations and illnesses will be charged at the regular weekly tuition rate regardless of attendance.

Parent/guardian agrees to sign their student in and out daily and agrees to sign the required state VPK attendance verification form each month.

Parent/guardian agrees to sign and date an acknowledgement form confirming they have read and understand the attendance policy.

\*\*Galileo reserves the right to interpret and make changes to its policies.



Galileo Preschool